

**HUMAN RESOURCE OFFICE
THE ADJUTANT GENERAL OF VIRGINIA
BUILDING 316, FORT PICKETT
BLACKSTONE, VA 23824-6316**

NATIONWIDE ARMY AGR VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 109-06 **POSITION TITLE:** Readiness NCO

GRADES: SFC/E-7 **DMOS:** 11B40

FEMALE ASSIGNMENT ELIGIBILITY: No

UNIT: Co C, 3-116th IN

Location: Leesburg, Virginia

OPENING DATE: 15 August 2006 **CLOSING DATE:** 28 September 2006

POC FOR ADDITIONAL INFORMATION: WOC Sheryl Scott, (434) 298-6330,
or DSN 438-6330 or LTC Grant Brinkley at (434) 298-5343 or DSN 438-
5343.

WHO MAY APPLY: Open to all AGR/Military Technicians/Traditional
enlisted, grades SSG/E-6 through SFC/E-7, who are members of or
eligible to become members of the Virginia Army National Guard.
Must be qualified in the following MOS: 11B.

**NOTE: IF NOT CURRENTLY AGR AND NOT QUALIFIED MAY APPLY FOR THIS
POSITION. HOWEVER, IF SELECTED AND NOT QUALIFIED, WILL NOT BE
APPOINTED IN THE AGR PROGRAM UNTIL QUALIFIED.**

BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES: Duties include but
are not limited to the following: Advises the commander on
training, logistics, personnel and unit mobilization readiness
requirements and ensures that the unit develops, updates and
maintains comprehensive mobilization plans including preparation of
unit reports, vehicle load plans, unit movement plans, convoy
clearance requests, preparation of the Annual Post Mobilization
Training Support Report, the unit Alert Roster, and ensuring that
the unit is POM/POR qualified. The Readiness NCO supervises the
duties performed by the unit's full-time logistics personnel,
drafting of training schedules for approval which comply with
command guidance and directives and the publications of higher
headquarters. This position supervises the development and
monitoring of a comprehensive MOS qualification training program as
well as the implementation and accomplishment of the individual
Training and Evaluation program. Works directly with the commander
in monitoring the recruiting and retention activities of the unit.

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Is directly involved in the maintenance of strength and personnel readiness issues of the unit to include employer support and family programs. Performs other duties as assigned.

QUALIFICATIONS FOR ENTRY IN THE AGR PROGRAM:

MEMBERSHIP: When applying for an AGR position on full-time National Guard duty (FTNGD) under State control, must be a federally recognized ARNGUS soldier. Appointment, or enlistment, must be completed prior to reporting to an initial AGR entry point.

AGE: If an enlisted soldier, must be 18 years of age and not have reached his or her 55th birthday.

PHYSICAL AND MEDICAL: Must be medically certified as drug free, be tested negative for human immunodeficiency virus (HIV), per AR 40-501 and AR 600-110. Must meet the body composition standards prescribed in AR 600-9. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.

MILITARY EDUCATION: If an enlisted soldier, must have completed initial entry training (IET).

YEARS OF SERVICE: Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of AS. The date of mandatory removal from an active status based on age, or service (without an extensions), under any provisions of law or regulation.

GRADE AND SPECIALTY: If a Staff Sergeant, or above, must possess the required grade and MOS level, authorized for the AGR duty position.

PHYSICAL AND MEDICAL: Must be medically certified as drug free, be tested negative for human immunodeficiency virus (HIV), per AR 40-501 and AR 600-110. Must meet the body composition standards prescribed in AR 600-9. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.

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YEARS OF SERVICE: Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of AS. The date of mandatory removal from an active status based on age, or service (without an extensions), under any provisions of law or regulation.

GRADE AND SPECIALTY: If a Staff Sergeant, or above, must possess the required grade and MOS level, authorized for the AGR duty position.

HOW TO APPLY: Interested applicants must submit the following documents:

1. Completed NGB Form 34-1 (**signed and dated**)
2. Copies of last **five consecutive** NCOERs. If you are a new E-5 and have not yet received an NCOER, you may submit an letter of recommendation in lieu of the NCOER.
3. **Certified** copy of DA Form 2A/2-1
4. Copy of current physical (DD2807-1 and DD2808 completed within the last five years)

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5. Photograph in Class A uniform (taken within the last 12 months). Official photo not required. Photo must be dated.

6. Documentation to support all periods of duty/service creditable for retirement. Any of the following may be used **DD 214, DA Form 1506, or NGB Forms 23/23B.**

7. Any additions information the applicant may wish to submit for Consideration (i.e., DA Form 705, Height and Weight Statement, (etc.))

SECURITY CLEARANCE: Position requires a "SECRET" security clearance. Must be able to obtain as a minimum, an "interim" clearance **prior to appointment** to the position. If tentatively selected for a position and soldier cannot be granted an interim clearance prior to appointment to the position, and a wavier is not approved, the offer for the position may be revoked.

QUALIFICATION REQUIREMENTS: Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-10 and AR 135-18.

SPECIAL INFORMATION: Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application. Failure to provide current information may result in non-referral for consideration.

REMARKS: Submit applications to this HQ, ATTN: VAHR-M, Building 316, Ft Pickett, Blackstone, Virginia 23824-6316, NLT close of business on 28 September 2006. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding.

A complete listing of all current Virginia National Guard AGR Employment Opportunity Announcements is available at www.varich.ang.af.mil (Click on Job Announcements).

FOR THE ADJUTANT GENERAL:

//signed//
DAVID A. ARCHER
COL, AD, VaARNG
Human Resource Officer